

ORANGE COUNTY CLASS SPECIFICATION

TITLE: WATER AND WASTEWATER TREATMENT PLANT OPERATOR TRAINEE **GRADE:** 09

TITLE ABBREVIATION: W/WST TR PL OP TR **TITLE NO.:** 6792

JURIS.CL: C **SALARY CODE:** 01 **UNIT:** _____ **EEO CODE:** SC **FLSA CODE:** NE

DEPARTMENT: PUBLIC WORKS **DIVISION:** BUILDINGS

SUPERVISOR'S TITLE: SENIOR WATER & WASTEWATER TREATMENT PLANT OPERATOR

DISTINGUISHING FEATURES OF THE CLASS: This is a trainee position involving responsibility for learning the duties and routines in the operation and maintenance of a water and wastewater treatment plant. Term of appointment is limited to one year, during which time incumbent is required to satisfactorily complete the training and experience requirements of the New York State Sanitary Code for the certificates appropriate to the plants. Incumbent undergoes on the job training to become qualified as an operator of the water and wastewater treatment plants and assists in the operation and maintenance of the plants. Work is performed under the immediate supervision of the Senior Water & Wastewater Treatment Plant Operator. Does related work as required.

TYPICAL WORK ACTIVITIES:

AS A TRAINEE IN WATER TREATMENT PLANT OPERATION AND MAINTENANCE:

1. Performs study and reading assignments, observes demonstrations and otherwise learns the techniques of operation and maintenance of a water treatment plant;
2. Learns and assists in the operation and adjustment of pumps, valves and related mechanical equipment;
3. Learns and assists in the inspection, maintenance and repair of pumps, valves and related mechanical equipment;
4. Learns and assists in the making of physical tests of water for color, odor and taste;
5. Learns and assists in the making of chemical tests of water for alkalinity and residual chlorine;
6. Learns and assists in regulating and adjusting chlorinators and other chemical feeders, washing filters and settling basins;

7. Learns and assists in the preparation and maintenance of activity records and reports;
8. Performs increasingly responsible duties as assigned in the operation and maintenance of a water treatment plant.

AS A TRAINEE IN WASTEWATER TREATMENT PLANT OPERATION AND MAINTENANCE:

1. Performs study and reading assignments, observes demonstrations and otherwise learns the techniques of operation and maintenance of a wastewater treatment plant;
2. Learns and assists in the operation and adjustment of pumps, valves, screens and related mechanical equipment;
3. Learns and assists in the inspection, maintenance and repair of pumps, valves, screens and related mechanical equipment;
4. Learns and assists in the making of tests to determine chlorine residual;
5. Learns and assists in the preparation of maintenance of activity records and reports;
6. Cleans channels, screens, tanks and other equipment;
7. Performs increasingly responsible duties as assigned in the operation and maintenance of a wastewater treatment plant.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of elementary principles of chemistry and general science; good observation skills; ability to learn principles and procedures relating to operation and maintenance of a water treatment plant and wastewater treatment plant; ability to develop skill in the operation and maintenance of pumps, valves and related mechanical equipment; ability to understand and follow oral and written instructions; mechanical aptitude; dependability; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma.

REVISED: 11/22/77
REVISED: 3/20/92
REVISED: 5/20/95 kmg
REVISED: 4/28/99 kmg
REVISED: 9/10/01 kmg